

# **JOINT CITY-COUNTY AIRPORT BOARD**

## **Minutes of Meeting**

**Monday, August 8, 2016 at 10:00 a.m.**

**Stillwater County West Annex Planning Department  
431 Quarry Rd**

**MEMBERS PRESENT:** Alan Drain (Chairman), Mark O'Bryant (Vice-Chairman), Dennis Holten, and Willard Moore

**MEMBERS NOT PRESENT:** Mary Keuhn

**OTHERS:** Gary Woltermann, Mayor of Columbus and Dennis Shupak, Stillwater County Commissioner

**GUESTS:** Hardin Graham, Mark Crago, SCORE member, Tressie Goddard, Stillwater County Chamber Admin, and Marissa Hauge, Stillwater County Economic Development Coordinator

**STAFF:** April Limburg.

**I. CALL TO ORDER.** Alan Drain (Chairman) called the meeting to order at 10:00am.

**A. Public Comments.** No public comments at this time.

**B. Disclosures of Conflicts of Interest and Ex Parte Communications.** No conflicts of interest or ex parte communications at this time.

**II. MINUTES APPROVAL.** Mark made the motion to approve the July 11, 2016 meeting minutes. Willard seconded; with all in favor motion carried.

**III. NEW BUSINESS:**

**A. SCORE:** Mark Crago with SCORE (Stillwater County Organizational of Recreational Events) gave a background of how and why SCORE was formed. SCORE asked to use the grass area of the airport to use for paid parking to view fireworks on September 3, 2016 to close out a day of events that are being planned on that day. Marissa discussed sending out a notam, the setup, entrance, and exiting of the airport using the gate by Gary Woltermann's hangar. The Board discussed issues in regards to the last time the airport was used for parking and concerns with people not wanting to pay for parking. Willard made a recommendation to the City of Columbus and the Stillwater County Commissioners to allow parking on the grass area of the airport for the SOCRE event. Mark seconded; with all in favor motion carried.

**B. Airport Interlocal Agreement:** The Board read the draft interlocal agreement between the City of Columbus and Stillwater County. (See Airport Board file in Planning Office) The Board was concerned with the roles and responsibilities section of the agreement and wanted to add verbiage addressing the payment for an airport manager. The Board also discussed the lack of progress of the Airport Authority Resolution given to the City Council and the Stillwater

County Commissioners over a year ago. The Board also discussed having a meeting with the City Council, City of Columbus Attorney, Stillwater County Commissioners and the Stillwater County Attorney in regards to the Airport Authority Resolution. The Board discussed not move further with the interlocal until the Airport Authority was dealt with. Dennis made a recommendation to table the interlocal for further review. Willard seconded; with all in favor motion passed. Mark made a recommendation for April to write a letter to the Stillwater County Commissioner stating the Board cannot act on the interlocal agreement at this time until the Airport Authority Resolution has been dealt with. Willard seconded; with all in favor motion carried.

**IV. OLD BUSINESS:**

**A. Airport Master Plan Update.** Nothing at this time.

**B. Pavement Reconstruction Design Project.** Nothing at this time.

**V. MANAGER'S REPORT:** Hardin informed the Board the valve will not shut all the way in the sprinkler system. The valve would have to be dug up and replaced. The courtesy car battery will not stay charged. The Board advised Hardin to take the car to be checked out and serviced. Hardin also discussed mowing.

**VI. FINANCE REPORT:** The Board looked over the finance report.

**VII. ITEMS FOR NEXT'S MONTH AGENDA:** The Board requested to keep SCORE and the Interlocal Agreement on the September agenda under old business.

**VIII. ADJOURN MEETING:** Dennis H made the motion to adjourn the meeting. Mark seconded; with all in favor, motion carried. Meeting was adjourned at 11:00 a.m.

The next meeting will be on Monday, September 12, 2016 at 10:00 a.m. in the Stillwater County West Annex, located at 431 Quarry Rd.

April Limburg  
Administrative Support